



DETROIT CITY COUNCIL
Regular Meeting & Public Hearing Meeting Minutes
Tuesday, July 10, 2018

CALL TO ORDER: Mayor Trett called the meeting to order at 6:30 PM at City Hall, 160 Detroit Avenue N., Detroit, Oregon.

1. ROLL CALL – Councilor’s Present – Debby Ruyle, Vickie Larson-Hills, Shelley Engle, Greg Sheppard, Jim Trett and John Manthe. **Absent** – None **Staff Present:** Christine Pavoni City Recorder, Deborah Hastings City Clerk and Mike Henry HBH Engineering. **Citizens Present:** Dave & Barbara Shivey, Cathie Price, Dean O’Donnell, Loren Clark, Phyllis Wright and Brent Sunkle

2. PLEDGE WAS RECITED

3. DECLARATIONS OF CONFLICT OF INTEREST AND EX-PARTE CONTACT – None

4. ANNOUNCEMENTS – As a reminder Mayor Trett announced that the August Council meeting would be held Saturday, August 18, 2018 at 10:00AM

CONTINUATION of PUBLIC HEARING to discuss System Development Charges (SDC) Methodology and proposed fee structure. Mayor Trett reopened the public hearing at 6:35 PM. That Mike Henry is here tonight to talk about the SDC’s and take comments from the public and questions from council. **Staff Report** - Mike Henry, HBH Engineering began where they left off at the last public hearing discussing the park SDC fee. That they were corrected, that he did have bad information on what had and had not been completed and thanks to the Parks Commissioner he now has the correct numbers, that there were several items not included. So that brought the total from \$2,013 to \$227,575 for total park expenditures. In addition to that, the city had received a quote in March of 2016 for a shelter and kitchen storage area that is in the parks master plan in the amount of \$147,000. After updating that project cost they anticipate it to be about \$175,000 in today’s market. Mike explained how he did the calculations in determining the park SDC’s, which are \$506.66. In summary; Water reimbursement fee \$797.82, water improvement fee \$5,389.45, street improvement fee \$1,976.40 and park improvement would be \$506.60. That those would be the maximum fee that the council can attach to those infrastructure projects. Mike recommended approval of our ordinance. Mayor Trett asked for any questions from the **public**, there were none, he asked for questions from **council**. Councilor Engle stated the total comes to \$8,747 and this is what someone would be charged if they wanted to come in and develop. Councilor Ruyle added currently it is a little over \$11,000. Mayor Trett **Close Public Hearing** at 6:44 PM. Motion to approve **resolution 576** dated as of today date was made by Councilor Engle, motion was seconded, all in favor; Ruyle, Engle, Larson-Hills, Trett, Manthe and Sheppard, motion passed.

5. APPROVAL OF MINUTES OF THE LAST MONTH – Councilor Manthe motioned to approve the minutes as written of May 7, 2018 Budget Committee Meeting & Public Hearing, motion was seconded, all in favor; (4) Trett, Larson-Hills, Sheppard and Manthe, Abstain; Engle & Ruyle, motion passed.

Councilor Manthe motioned to approve the City Council Regular Meeting of May 8, 2018, motion was seconded all in favor; (4) Trett, Larson-Hills, Sheppard and Manthe, Abstain; Engle & Ruyle, motion passed. Mayor Trett stated the Planning Commission/City Council Joint Public Hearing of May 22, 2018 and City Council Special Session - Budget Hearing of June 5, 2018 are in progress.

6. APPROVAL OF THE BILLS PAYABLE LIST FOR CURRENT MONTH – Councilor Manthe motioned to pay the bills, motion was seconded. Councilor Ruyle asked if the bills for the conference that Bob is attending is split with Idanha, Recorder Pavoni confirmed yes and that they also split the gas & food. All in favor; Engle, Ruyle, Larson-Hills, Trett, Sheppard and Manthe, motion passed.

7. UNFINISHED BUSINESS

7.1. Rotating Meeting Schedule – Councilor Ruyle reported that she heard the Fire Department would be starting the process again for a Fire Chief and that it sounds like the Safer Grant is going to be extended as well as the other grant for the retention recruitment. Because that money can be split up into a couple of

positions that would be really helpful. Dean O'Donnell reported that DLRABA and the Detroit Lake Foundation would be having their meeting on Saturday. That the Fishing Derby was great not only did they have a lot of participants they had a lot of donations as well. Discussion followed. Federal Lakes meeting will be on Wednesday, July 18, Councilor Engle stated she would be going to that. Mayor Trett reported they did not have a wastewater meeting in July and the next meeting will be on August 2nd. He reminded everyone they are looking for people in the community to be on that committee that would eventually be interested being the director from the Detroit area for that project when it becomes a special district.

7.2. Update: 140 Deer Street Property – Property owner Brent Sunkle reported what was completed on the punch list council wanted done. Regarding the demolition of the structure he said he called a lot of places and everyone was just too busy, but did finally find someone in Forest Grove and they came up and thought they had a deal and was going to be here in June, but should hear from him tomorrow morning on whether he can do it next week or the following week. Councilor Sheppard commented that there is another structure on Patton that has been vacant for about 15-years and should probably be addressed. Clerk Hastings stated a complaint had just be written up for that property. Councilor Larson-Hills commented that she would like to know what council's options are regarding 140 Deer that she understands he's having a hardship but this has gone on a long time. There was discussion with Mr. Sunkle in regards on how long this has taken and is still not done after 3-years. Recorder Pavoni explained that we would have to follow the procedure step by step. It was decided to start taking the steps to move forward, beginning with having the structure reinspected by Marion County and then go to the Attorney. Councilor Larson-Hills motion to have the structure reinspected. Recorder Pavoni added if it is still considered a dangerous structure they could put a timeline to when they want it down and then the Attorney would write up a resolution. But the Attorney will not do anything unless it is proven to still be a dangerous structure. Councilor Larson-Hill changed the motion to say have the inspection done, if deemed a dangerous structure order it torn down within 10-days of that inspection, motion was seconded. Brent Sunkle asked what that timeline would be and Mayor said it depends when Marion County can inspect it, but if he starts the demolition in the mean time they can stop the process, and to keep city staff informed of his progress. Councilor Ruyle stated that she would like to know what the cost would be for the city to take it down before it happened. Councilor Larson-Hills said that she understands that the motion is just to have it reinspected and if still deemed dangerous the property owner will be given ten days to have it down and then there would be a conversation on the next step if the property owner doesn't have it down within the time frame. All in favor; Ruyle, Engle, Larson-Hills, Trett, Manthe and Sheppard, motion passed. Loren Clark stated that they have filed complaint after complaint on the 210 & 137 Patton S. property every summer. Clerk Hastings stated that a complaint on the property was received today and that it will follow the normal process for two councilors to inspect. Mayor Trett asked Councilor Manthe if he could take a look at it tomorrow, he said yes. Councilor Engle asked if our fire department does burn to learn like they do in Lake Oswego and Portland, where they burn a property intentionally so they can practice. No one knew for sure. Councilor Engle to Meet with Manthe to inspect property in the morning.

7.3. Fire Department Request – Mayor Trett reported the heat pump store came up and gave an estimate for an air conditioner for the front office of \$4,599. After Discussion, council agreed to encourage them to use the door in the lobby instead of the sliding glass door and the city can purchase better film for it and the front office window. And staff to look into having an assessment done on the building.

7.4. Extra Sheriff Enforcement for Fireworks weekend – Mayor Trett reported that Sgt. Don Parise suggested having two officers on duty for safety. That because they didn't have time to vote on it, he and Councilor Engle discussed and made the decision to have the second officer. Because the officer was a new higher the price was closer to the \$47.49 per hour instead of the \$104. And that they have requested a report on their activities that night. Discussion followed.

7.5. ATV Letter to the Public from Mayor Trett – There was discussion in regards to how the letter should be sent. It was decided to mail the letter with the newsletter. Also discussed was the need to put up additional 25 per hour speed limit signs. Mayor Trett added that the reason he did the letter is to let people know that we're serious that we could appeal this whole thing (the ATV's).

7.6. LOC Legislative Priority Ballot – Mayor Trett stated that everyone could do the ballot then turn in to Christine to tally them and send in.

7.7. PC Recommendation: RV/Tent Amendments – Councilor Manthe motioned to table this until the August meeting, motion was seconded. Councilor Engle stated they need to make sure everyone knows the rules before the season is over. Recorder Pavoni said that it is important to understand that this will not be effective right away, that it is a part of a code amendment project that we can only have two a year and this is only a

part of that. Councilor Engle stated that some of the stuff already in here is violations that she is seeing in town currently, that they can talk about those next month at the Saturday meeting. All in favor; Ruyle, Engle, Larson-Hills, Trett, Manthe and Sheppard, motion passed.

7.8. City-Wide Cleanup Report – Mayor Trett gave Deborah a kudos for putting that together and that it was very successful. Council agreed Kevin did a nice job and Clerk Hastings added that it wouldn't be successful without Kevin.

8. NEW BUSINESS

8.1. Small City Allotment Resolution – Mayor Trett stated ODOT has a required resolution to be submitted with the 2019 SCA grant application. Councilor Sheppard stated it is a \$100,000 grant that went up from \$50,000. That he wants to put in for East Forest from the highway up to around the curve and put in a pedestrian walkway, that would tie in with the pedestrian crossing on the highway. Mayor Trett asked for a motion to pass the resolution for the 2019 SCA grant, motion so moved by Councilor Manthe, motion was seconded, all in favor; Ruyle, Engle, Larson-Hills, Trett, Manthe and Sheppard, motion passed.

8.2. League of Oregon Cities Foundation: Request for Donation – Mayor Trett read that community leaders are faced with many challenges as the work to build strong communities: how to handle a difficult public hearing, how proposed legislation will affect my city and what is the best way to evaluate a city manager, that they are asking for a donation to make programs like this possible. That it is up to them to decide how much they want to donate. Councilor Manthe motioned to donate \$50 to the League of Oregon Cities Foundation, motion was seconded, all in favor; Ruyle, Engle, Larson-Hills, Trett, Manthe and Sheppard, motion passed.

8.3. Request from The Greener Side to expand store hours – Mayor Trett stated they would like to go from 7 AM to 10 PM, that they are currently operating from 10 AM to 8 PM and that the 7 AM to 10 PM is the legal hours the state allows them to be open. Councilor Manthe motioned to allow them to open from 7 till 10, motion was seconded. Councilor Larson-Hill voiced concerns in regards to this being a place that is selling a product that is not approved by the Federal Government and lack of law enforcement, that the late hours she feels we're pretty unprotected and that this could be a product that is targeted and is very uncomfortable with them being open that late at night. Dean O'Donnell pointed out that the state has guidelines and they put a lot of requirements on the pot stores for safety. Discussion followed. All in favor; (5) Ruyle, Engle, Trett, Sheppard and Manthe, Nay (1) Larson-Hills, motion passed. Christine stated that this has to be changed by ordinance and filed with the OLCC and another agency and that it would be at least another month before this would be in effect.

8.4. Capitol Christmas Tree Road Trip through Detroit – Mayor Trett reported that the Sweet Home Ranger District is providing the National Christmas Tree in Washington DC this year, and will be doing a road trip with the tree and be in Detroit for two hours sometime in November from 5 to 7, and they are trying to come up with some festivities at the various stops. Allison McKinsey and Grady have been talking, so this is just more information than anything, that things are progressing. Recorder Pavoni said the city has to decide what our involvement is and asked Dean what DLRABA's involvement was. Dean stated they are trying to work with Grady on what they're going to do, that they would be more than happy to participate as far as an organized plan. That Allison has some ideas on this. Councilor Larson-Hills added that is the day the Veterans Day is observed just as a highlight. Discussion followed.

9. CORRESPONDENCE – City Recorder, City Clerk **Letters Sent** –None **Letters received:** Mayor Trett commented on 9.2.1. The post card from Eli Smith, the gentleman that wanted us to declare a month for military suicide prevention. Which we did for December. That he contacted him and was very appreciative of what we're doing.

10. COMMISSION AND MAYOR'S REPORTS

10.1. Mayor's Report- Jim Trett reported he attended the Marion County Emergency Management quarterly meeting today. Also that he helped with the city wide cleanup. Tomorrow he said he would be attending the Mid Valley's Mayor's coalition meeting in Dallas. The next day he accepted an invitation to help Marion County Commissioners along with other officials open the 2018 Marion County Fair. Councilor Engle reported that she has taken over the sewer project website and that she would send the link to Recorder Pavoni to post.

10.2. Police and Safety Commissioner's Report – Shelley Engle reported that she had received complaints about dogs barking, garbage being burned those kinds of complaints. Councilor Sheppard asked her if she was going to start getting monthly reports from the Sheriff's office, and she responded that she was going to reach out to them about that. She said she did have some conversations with people about parking permits on Clester. That it is three parking permits per household and she saw a lot of cars in front of a property and had a chat with them to inform and educate.

10.3. Street Commissioner's Report – Greg Sheppard reported we received \$150,000 to pave three Street from the SCA grant this year. That he may be able to get Deer Street paved because they aren't going to tear it up this year, but Patton S. and Detroit Rd. S. are going to have to wait because they will be digging up the streets to put in new waterlines. He said ODOT is letting him put in three candidates instead of one so he was thinking of putting in for Scott Avenue and maybe Clifford, but you don't get many points for dead-end streets and he is starting to run out of candidates for that kind of grant. Greg stated he would like to put in a picnic table at Howard's Memorial that the bench had deteriorated over the last 15-years. That for the grant for Detroit Road he would like to have a walkway, because there is going to be a lot of foot traffic using that road going down to the flats. He said he also wants to get the striping done soon. Loren Clark talked about a flag that use to be at the memorial. Mayor Trett said he and Greg could look into replacing the flag with a light. Recorder Pavoni stated council needed to decide if they wanted a bench or picnic table and who was going to pay for it. Discussion followed. Mayor Trett stated before they decide that, let him and Greg come up with some ideas for the next meeting.

10.4. Water Commissioner's Report – John Manthe reported on water use and consumption. He said a pipe broke up on Hill Street today. Councilor Engle asked what the process was for when someone is in arrears on their water bill. Clerk Hastings explained the process. Bob reported in the report that two high users were found when meters were read on June 29th and were notified. And that he met with City Engineer Rob Henry to start on the new distribution lines and are hoping to break ground in September. Councilor Sheppard asked if they could make it priority to get Detroit Road S. and Patton Rd. S. done first so he could get the paving done, because if we don't get it done by next year we'll lose the grant money. Discussion followed. Mayor Trett said in Council's packets dated May 1, 2018 they received from HBH Consulting Engineers, details, scope and cost proposal for the Detroit phase 2 water distribution improvements. Councilor Manthe motioned to sign the contract with HBH, motion was seconded. Mike Henry stated what he needs from council is to make motion to direct HBH to go ahead and put these numbers in the contract for IFA's approval. That given the time frame we have, he requested that they approve the contract now and approve for the Mayor to sign after it is approved by IFA, so they can proceed with the project. Discussion followed. Councilor Manthe withdrew his first motion and motioned to allow HBH Engineering to put the project cost proposal into the contract and then authorize the Mayor and City Recorder to review the contract and sign once IFA has approved it, motion was seconded, all in favor; Ruyle, Engle, Larson-Hills, Trett, Manthe and Sheppard, motion passed.

10.5. Building Commissioner's Report – Vickie Larson-Hills reported on June 1st a commercial structure permit was issued on Breitenbush Road, on June 28th a residential mechanical was issued on 4th Street.

10.6. Parks & Rec Commissioner's Report – Debby Ruyle reported they awarded the project on July 5th, it was \$2,886,734.15 to JRT Construction out of Oakland Oregon. She wasn't sure if the work would still begin the week of the 23rd, if not it will be shortly thereafter and are looking to be done in November. Federal Highways is going to pay all the bills and at the end of the project give the city one bill for the Oregon State Parks grant. So Christine will only have to deal with it once. She commented how wonderful Federal Highways has been. The Forest Service is going to give some of the plantings and revegetation efforts. She said the Mayor Trett had mention something about having a ground breaking ceremony and try to get the Canyon Weekly maybe come up and do a little article on it. Time to be determined.

10.7. Emergency Preparedness Commissioner's Report – Talked about earlier

10.8. Planning Commission – Kevin Hills- In recess until October

10.9. Sewer Commission – Meetings talked about earlier

11. ADVISORY COMMITTEE REPORTS - Federal Lakes Meeting Wednesday, July 18th at 6:30 Gates Fire Hall.

11. PUBLIC COMMENTS – None

13. ADJOURN – Councilor Manthe motioned to adjourn, motion was seconded, all in favor; Ruyle, Engle, Larson-Hills, Trett, Manthe and Sheppard, motion passed. Meeting adjourned at 8:31 PM.

Signed:

Attest:

Jim Trett, Mayor

Christine Pavoni, City Recorder